



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

## Electrical Homeowner's Permit Application

Homeowners' permits are required for new construction, renovation, and any work that requires a building permit. Generally, homeowners' permits are not required for replacement in kind. Only owner-occupants who perform the work themselves qualify for homeowners' permits.

Homeowner's permit is not authorized until a dwelling is on the site or under construction. A homeowner shall not be permitted to install his or her own internal wiring, electrical work or equipment associated with a hot tub or a swimming pool.

A homeowner's permit issued for a mobile home on a leased lot authorizes feeder installation for the mobile home itself and it does not include the installation or repair of service equipment.

If a homeowner's permit is approved for a dwelling on a lot, other structures on the same lot, such as a non-commercial garage, are also covered unless otherwise prohibited under 14.0 of the Board rules and regulations.

### **Permits shall be valid for only one year and are not renewable.**

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#### **Submit the application with the following and allow 10 business days for processing:**

1. Proof of home ownership:
  - a copy of the **official, signed Deed with Recorder of Deeds stamp** which has been recorded at the County Recorder of Deeds Office. If you need a copy, contact the county office where the home is located: New Castle County (302) 395-7700, Kent County (302) 744-2314, Sussex County (302) 855-7785 **or**
  - copy of the long term lease, e.g. 99 years, if the site of the dwelling is part of a community where title to the land is not conveyed by deed to the homeowner **or**
  - copy of the title to a mobile home **or**
  - a written contract of sale, signed by the parties, for a mobile home that includes the names of the buyer, seller, contract price, date of sale, and identification number of the mobile home
2. A copy of the homeowner's driver's license or other photo identification.
3. Processing fee of \$20.00 by check or money order made payable to "State of Delaware."  
**Cash is not accepted.**

**To verify that the permit has been issued, check the Board's website at**  
**[www.dpr.delaware.gov](http://www.dpr.delaware.gov)** and click on "Verify License Online"



**Contact one of the following inspection agencies to have the electrical work inspected and/or any questions about the electrical code.**

**Before installing dry wall, contact an inspection agency for a “rough in” inspection.**

- American Inspection Agency, Inc., Drummond Plaza Office Park, Suite 3106 Newark 19711 (302) 292- 2000 or (877) 242-1300
- Building Inspection Underwriters, Inc, Suite 1-C, Liberty Plaza, Newark 19711 (302) 266-9057
- First State Inspection Agency, Inc., Office Park Bldg. 240, Suite 100 B, Newport 19804 (302)683-0400
- First State Inspection Agency, 111 South Race St., Georgetown, 19947 (800)-468-7338 or 856-3517
- Middle Department Inspection Agency, 2024 Duncan Rd, The Antonio Plaza, Marshallton, 19808 (800) 222-MDIA (6342), (302) 999-0243, 378-1145 or 856-2218
- National Code Inspection Agency, 14514 Oak Road, Greenwood 19950 (302) 349-9020
- United Inspection Agency, Inc., 2308 Forestwood Dr., Wilmington 19810 (302)475-1739



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**DEPARTMENT OF STATE**  
DIVISION OF PROFESSIONAL REGULATION  
BOARD OF ELECTRICAL EXAMINERS

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

Complete and return to: **Board of Electrical Examiners at the address above**  
**Board Office (302) 744-4504**

Is the home for sale? Yes \_\_\_\_ No \_\_\_\_

Are you as the homeowner, completing the work yourself? Yes \_\_\_\_ No \_\_\_\_

Is the work new construction or renovation? (circle one)

Is it your vacation home which is not for rent? Yes \_\_\_\_ No \_\_\_\_

Do you live in your home presently or intend to live in it upon completion? Yes \_\_\_\_ No \_\_\_\_

Is the home or any part rented? Yes \_\_\_\_ No \_\_\_\_

Are you installing internal wiring, electrical work, or equipment associated with a swimming pool or hot tub?

Yes \_\_\_\_ No \_\_\_\_

Is it a mobile home? Yes \_\_\_\_ No \_\_\_\_

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Name: \_\_\_\_\_  
(Please print)

Mailing address: \_\_\_\_\_

(City)

(State)

(Zip code)

Daytime phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

Address where work is to be done: **Do not use R.R. and box number.** List this address by street name and number, or county road number, or development's name and lot number.

(City)

(Zip code)

Type of installation \_\_\_\_\_

Examples: new home, re-wire, service change, addition, etc.

**By my signature, I do hereby certify that I am the homeowner and will personally perform the electrical installation(s). I understand that I must file for an inspection with a licensed inspection agency within 5 days after I begin the work**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Allow 10 business days for processing**